

## Economic and Community Development Department

### PLANNING DIVISION FEES

Effective May 3, 2011, City Council approved a 1% Long Range planning surcharge to be added to applicable Land Use Applications [Res. 11-08, Eff. 5/3/11](#).

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
<b>Accessory Dwelling Unit</b>	\$100		\$100		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Addressing</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Change of existing address (Commercial/Single Family Res.)	\$216		\$216		
Assign Single Family Residences	\$54 + \$7 per lot		Varies		
Multi Family less than 50 units	\$66 + \$7 per unit		Varies		
Multi Family 50+	\$66 + \$4 per unit		Varies		
Commercial (tenant or unit assignment)	\$66 for address or range + \$44 per tenant or unit		Varies		
<b>Amendment to Approved Applications</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Type I	\$250		\$250		<a href="#">Res. 11-08, Eff. 5/3/11</a>
Minor Amendments	\$1000		\$1000		<a href="#">Res. 09-08, Eff. 6/02/09</a>
Major Amendment	½ original application fee (subject to review by the Planning Official)		Varies		
<b>Annexation (Non-Election)</b> Based on hourly rate-requires deposit	Actual cost		Actual cost	\$3000	<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Annexation (Election)</b> Based on hourly rate – requires deposit	Actual cost		Actual cost	\$3000 Standard \$10,000 for special election	<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>De-Annexation</b> (Withdraw of Territory) Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	<a href="#">Res. 09-08, Eff. 6/02/09</a>

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
-------------	-----------------	--------------	-------	------------------	------------

<b>Appeals</b>					
Administrative Decision Based on hourly rate – requires deposit	\$500 + attorney fees		Actual Cost	\$1500	<a href="#">Res. 09-08, Eff. 6/02/09</a>
Planning Commission/Design Review Board Decision Based on hourly rate – requires deposit	\$1000 + attorney fees		Actual cost	\$2500	
<b>Athletic Court Review</b>	\$100		\$100		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Conditional Use (normally paired with Design Review)</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Pre-Application Conference					
Mid Level <5 acres	\$500		\$500		
Major Level >5 acres	\$1000		\$1000		
Application	\$3109	\$31	\$3140		
Traffic Impact Study Review (if required) Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	
<b>Condominium Plat Review Fee</b>	\$1000 +\$100 per lot/tract		\$1000 +\$100 per lot/tract		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Density Transfer</b>	\$1400		\$1400		<a href="#">Res. 11-08, Eff. 5/3/11</a>
<b>Design Review</b>					<a href="#">Res. 11-08, Eff. 5/3/11</a>
Pre-Application Conference					
Mid Level <5 acres	\$500		\$500		
Major Level >5 acres	\$1000		\$1000		
Application					
Type I	\$500	\$5	\$505		
Minor Design Review	\$1500	\$15	\$1515		
Major Design Review					
<\$500K CV In addition to application fee + design review board professional*	\$1539 +	\$15	\$1554+		
\$500K to 3M CV In addition to application fee + design review board professional*	\$2565 +	\$26	\$2591+		
>3M CV In addition to application fee + design review board professional*	\$8722 +	\$87	\$8809+		<a href="#">Res. 11-08, Eff. 5/3/11</a>

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Traffic Study Review Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Development Agreement/Memorandum of Agreement</b>				\$2500	<a href="#">Res. 11-08, Eff. 5/3/11</a>
<b>Development Code/Comprehensive Plan Amendments</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Pre-Application Conference	\$500		\$500		
Development Code or Comprehensive Plan Text Amendments (Where initiated by another city)	\$3553	\$36	\$3589		<a href="#">Res. 11-08, Eff. 5/3/11</a>
Comprehensive Plan Map/Zoning Map Amendments					
Less than 20 acres	\$3553	\$36	\$3589		
More than 20 acres	\$ 10,880	\$109	\$10,989		
Traffic Study Review Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Development Re-Inspection</b> Conformance with Conditions of Approval, re-inspection of preliminary “walk-through” - Based on hourly rate	Actual Cost		Actual Cost		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Environmental Review Permit</b> (Steep Slopes, Natural Resources, Flood Management Overlay Zones)					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Type I	\$500	\$5	\$505		
Type II/Type III	\$2500	\$25	\$2525		
<b>Expedited Land Decision</b>	\$10,112	\$101	\$10,203		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Home Occupation Permit</b>					<a href="#">Res. 12-16, Eff. 7/17/12</a>
+\$50 home based business license (pro-rated per calendar year)	\$750+		\$750+		<a href="#">Res. 12-16, Eff. 7/17/12</a>
<b>Land Development Time Extension</b>	\$100		\$100		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Land Partition</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Pre-Application Conference	\$250		\$250		

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Application	\$2775	\$28	\$2803		<a href="#">Res. 11-08, Eff. 5/3/11</a>
Final Plat Review	\$1000		\$1000		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Master Plan</b>					
Pre-Application Conference					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Simple <10 acres	\$500		\$500		
Complex >10 acres	\$1000		\$1000		
Application					
Simple <10 acres	\$3553	\$36	\$3589		<a href="#">Res. 11-08, Eff. 5/3/11</a>
Complex >10 acres	\$10880	\$109	\$10989		
<b>Measure 37 Applications</b> Based on hourly rate – requires deposit, plus cost for an independent appraisal if requested	Actual cost		Actual cost	\$2000	<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Model Homes/Units Application</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Type I Review	\$300		\$300		<a href="#">Res. 11-08, Eff. 5/3/11</a>
Type II/Type III Review	\$1000		\$1000		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Planned Unit Development</b>					
Pre-Application Conference					<a href="#">Res. 09-08, Eff. 6/02/09</a>
4 – 9 lots	\$250		\$250		
10 – 99 lots	\$500		\$500		
100 lots or more	\$1000		\$1000		
Application					
4 – 9 lots	\$2775 + \$300 per lot	\$28	\$2803 +\$300 per lot		<a href="#">Res. 11-08, Eff. 5/3/11</a>
10 – 29 lots	\$2775 + \$200 per lot	\$28	\$2803 +\$200 per lot		
30 – 59 lots	\$2775 + \$125 per lot	\$28	\$2803 +\$125 per lot		
60 lots or more	\$2775 + \$100 per lot	\$28	\$2803 +\$100 per lot		
Traffic Study Review - Based on hourly rate plus deposit	Actual cost		Actual cost		<a href="#">Res. 09-08, Eff. 6/02/09</a>
4 – 9 lots	Actual cost		Actual cost	\$500	<a href="#">Res. 11-08, Eff. 5/3/11</a>
More than 10 lots	Actual cost		Actual cost	\$2500	<a href="#">Res. 09-08, Eff. 6/02/09</a>
Final Plat	\$1000 + \$100 per lot/tract		\$1000 + \$100 per lot/tract		<a href="#">Res. 09-08, Eff. 6/02/09</a>
Re-naming of Approved PUD (post land-use approval)	\$1000		\$1000		

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
<b>Planning Document Fees (copies of)</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Development Code	\$100		\$100		
Comprehensive Plan	\$20		\$20		
Rock Creek Comprehensive Plan	\$25		\$25		
Zoning Map (11"x17")	\$5		\$5		
Zoning Map Full Size	\$25		\$25		
Transportation System Plan	\$25		\$25		
Parks Master Plan	\$65		\$65		
<b>Property Line Adjustment</b> Proof of deed required with submission of application	\$500		\$500		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Public Easement Vacation</b>	\$500		\$500		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Reimbursement District Formation</b>	\$1500		\$1500		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Re-Submittal Fees</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
After first incomplete	\$250		\$250		
After second incomplete	\$500		\$500		
Modification of Proposal	\$750		\$750		
Re-schedule Public Hearing	\$500		\$500		
New Public Hearing due to voluntary remand caused by applicant - Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	
<b>Road Naming</b>	\$105		\$105		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Signs</b>					<a href="#">Res. 11-08, Eff. 5/3/11</a>
Permanent Commercial/ Industrial/Institutional signs	\$150		\$150		
Temporary Commercial/Industrial/Institutional (including large "For Sale") signs	\$50		\$50		
Temporary subdivision entrance/large "For Sale" sign	\$50		\$50		<a href="#">Res. 09-08, Eff. 6/02/09</a>
Subdivision Entrance/monument sign (permanent)	\$150		\$150		<a href="#">Res. 09-08, Eff. 6/02/09</a>

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
<b>Similar Use Determination/Code Interpretation/Non-Conforming Use Expansion</b>	\$500		\$500		<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Street or Plat Vacation</b>	\$1500		\$1500	\$2500 for survey work	<a href="#">Res. 11-08, Eff. 5/3/11</a>
<b>Subdivision</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Pre-application conference					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Minor (4 – 9 lots)	\$250		\$250		
Mid-level (10 – 100 lots)	\$500		\$500		
Major (more than 100 lots)	\$1000		\$1000		
Application					<a href="#">Res. 11-08, Eff. 5/3/11</a>
4 – 9 lots	\$2775 + \$300 per lot	\$28	\$2803 + \$300 per lot		
10 – 29 lots	\$2775 + \$200 per lot	\$28	\$2803 + \$200 per lot		
30 – 59 lots	\$2775 + \$125 per lot	\$28	\$2803 + \$125 per lot		
60 or more lots	\$2775 + \$100 per lot	\$28	\$2803 + \$100 per lot		
Traffic Study Review - Based on hourly rate + deposit	Actual cost		Actual cost		<a href="#">Res. 09-08, Eff. 6/02/09</a>
4 - 9 lots	Actual cost		Actual cost	\$500	<a href="#">Res. 11-08, Eff. 5/3/11</a>
More than 10 lots	Actual cost		Actual cost	\$2500	<a href="#">Res. 09-08, Eff. 6/02/09</a>
Final Plat	\$1000 + \$100 per lot/tract		\$1000 + \$100 per lot/tract		
Re-naming of Approved Subdivision (post land-use approval)	\$1000		\$1000		
<b>Temporary Use Permit</b>					
Seasonal and Special Event	\$300		\$300		<a href="#">Res. 09-08, Eff. 6/02/09</a>
Temporary Sales Office (Non-Model Home)	\$100		\$100		
Temporary Building (Commercial/Industrial)	\$100		\$100		
Temporary Building (Construction Site)	\$100		\$100		<a href="#">Res. 09-08, Eff. 6/02/09</a>

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
<b>Traffic Study Review</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
1 - 9 lots	Actual cost		Actual cost	\$500	<a href="#">Res. 11-08, Eff. 5/3/11</a>
More than 10 lots	Actual cost		Actual cost	\$2500	<a href="#">Res. 09-08, Eff. 6/02/09</a>
<b>Tree Removal Permit</b>					<a href="#">Res. 12-16, Eff. 7/17/12</a>
Type "A" (1 – 3 trees)	\$50		\$50		
Type "B" (4 or more trees)	\$75 application fee + \$50 per tree to a maximum of \$5000		\$75 - \$5000		
<b>Variance</b>					<a href="#">Res. 09-08, Eff. 6/02/09</a>
Class "A"	\$300	\$3	\$303		<a href="#">Res. 11-08, Eff. 5/3/11</a>
Class "B"	\$1400	\$14	\$1414		<a href="#">Res. 09-08, Eff. 6/02/09</a>
Class "C"	\$2800	\$28	\$2828		<a href="#">Res. 09-08, Eff. 6/02/09</a>

### **\*Design Review Board Professional**

Certified Landscape Architect (actual cost based on hourly rate – requires \$2500 deposit)

### **Deposit Information**

When deposits are required it is to ensure that the City's actual expenses are covered. Remaining balance from a deposit will be refunded. If deposit amount is depleted, additional monies may be required. All base fees are nonrefundable.